

# **Holland Township Planning Board**

## **Minutes of the Regular Meeting**

**May 13, 2013**

The meeting was called to order by Chairman Rader:

“I call to order the March 11, 2013 Meeting of the Holland Township Planning Board. Adequate notice of this meeting was given pursuant to the Open Public Meeting Act Law by the Planning Board Secretary in December 20, 2012 by:

1. Posting such notice on the bulletin board at the Municipal Building.
2. Published in the December 20, 2012 issue of the Hunterdon County Democrat
3. Faxed to the Express Times for informational purposes only.”

### **Flag Salute**

Chairman Rader asked all to stand for the Pledge of Allegiance

### **Identification of those at the podium**

Present: Susan Grimshaw, Dave Grossmueller, Michael Keady, Michael Miller, Carl Molter, Dan Rader, Thomas Scheibener, Laura Souders, Melissa Tigar, William Burr, P.E., Engineer, Court Reporter Lucille Grozinski, CSR, and Maria Elena Jennette Kozak, Secretary.

Excused Absent: Dan Bush, and Elizabeth McKenzie, Planner, Don Morrow, Esq.

Chairman Rader and Secretary Kozak worked with Attorney Morrow and Alternate Attorney Bolig regarding the meeting scheduled for this evening. Upon review of the agenda, it was determined by all involved that there was no need for the attorney to be present. Planner McKenzie will not be present. Engineer Roseberry was to be present as agreed however his services were needed at another municipality as that attorney past away suddenly. In light of the situation, Engineer Roseberry worked with Engineer Burr on the agenda items to be discussed.

Let the record show there is a quorum.

### **Minutes**

A motion was made by Tom Scheibener and seconded by Mike Keady, to dispense with the reading of the March 11, 2013 minutes and approve them as distributed. All present were in favor, with the exception of Dan Rader who abstained. Motion approved.

### **Appointments**

Secretary Kozak asked Thomas Scheibener to swear in the following member: This appointment was determined at the March 19, 2013 Township Committee Regular Meeting.

Duane C. Young – Alt. #2 Member for a term 12/31/13

Congratulations on our new planning board member. Secretary Kozak had the Oath of Office prepared for Duane Young to sign.

### **Old Business:**

Block 13 Lot 3.01 – 110 Adamic Hill Road – Donald Yowell Sr. 0 Minor Subdivision with variances. Approved with conditions October 8, 2012. Extension request April 12, 2013 in a letter from Attorney Cole explaining that the applicant needs more time to satisfy the required conditions. A motion was made by Tom Scheibener and seconded by Laura Sounders to grant another 90-day extension. All present were in favor. Motion carried. At a roll call vote, all present were in favor of the motion.

### **New Business:**

Block 23 Lot 37 – 547 Milford Warren Glen Road – John & Meredith Oliver – Change of Use – discussions of Site Plan expectations and need for a site plan application. The current owners want to discuss changing the current use from office space to a barbershop.

John and Meredith Oliver are present. John Oliver went to the mic to speak. He stated that they want to take the empty building and add one chair for a barbershop. It's easy for them. They have cleaned the outside and are working on the inside. The Board requires a site plan. Engineer Burr explained that a Minor Site Plan application would be acceptable for this proposed project. The property is already developed and there will not be major changes. The applicant can ask for waivers. A site plan should be submitted showing parking signage and stripping along with minor improvements to the site. Some waivers can be for an EIS and a Traffic Study. The applicant's Engineer can contact the board's Engineer. The Minor Site Plan application is needed. The checklist should be followed. The Escrow, the fee, the application and the plans should be submitted for review. Member Mike Miller congratulated the Oliver's on fixing up the property but commented on future plans. A one chair barbershop is an awesome start but look into the future. At this time the Oliver's proposed tenant, Lisa Fisher stepped up to the mic. She said that she would like to have two chairs. Member Mike Keady expressed concerns at the parking for two chairs. John Oliver was in favor of just working with the current situation and one chair. Member Tom Scheibener reminded everyone that a formal application is needed but asked Engineer Burr for some clarification of board responsibility. Engineer Burr said an application for a use variance can go before the Planning Board or the Board of Adjustment. This is a permitted use and they are just proposing to change the use so it makes sense for this application to come before the Planning Board. The Board can address issues such as lighting. Member Susan Grimshaw asked if there

was an existing file for this property. Zoning Officer Melissa Tigar stated that she has plans in her office from the earlier use but that there have been no changes since it was a realty office. A reminder to the applicant that an application needs to be submitted to the County and the Board of Health. The County may want some input as this property is on a county road. Member Dave Grossmueller talked about the C1 Stream and Member Mike Keady suggested putting it on the site plan. The Oliver's thanked the board for their time and stated that they will be in with an application.

### **Completeness Review:**

There was not a completeness review scheduled at this time.

### **Resolution**

There were no resolutions to discuss at this time.

### **Public Hearings**

There were no public hearings scheduled at this time.

### **Sub-Committee Status and Updates:**

Mr. Keady stated at the May 1, 2013 Environmental Committee meeting the board members voted to make a recommendation to the Planning Board that they adopt the Highlands Environmental Resource Inventory. The Planning Board members will be receiving the information soon via email. Mike Keady stated that he hopes to have an ERI public hearing at the June Meeting. This proposed ERI will be a supplement to the existing Natural Resource Inventory (adopted in 2007) as part of the Holland Township Master Plan. Attorney Morrow and Chairman Rader are in favor of having a planning board public hearing. The file of the ERI is about 45 pages but there are a lot of maps. Disks can be available upon request. It was determined upon prior legal counsel that if Chairman Rader is not in attendance at the June Planning Board meeting then a public hearing should not take place. At this time suggestions were made regarding a public hearing but no one declared a date.

Planner Mike Mueller is working on the Highlands Master Plan Element for review with the Planning Board sub-committee. He is blending the old and the new documents. His goal is to have the document to the sub-committee by the end of May and that there would be discussion of this document on the agenda in August. The Highlands Land Use Ordinance will need to be adopted by the Township Committee and then it will come back to the Planning Board for review and endorsement.

Mike Keady reminded everyone that the checklist ordinance protects us. The Highlands Council looks at our applications and enforces. In the future, Holland Township will be the enforcer. The Protection Zone will have lot sizes of 30 acres, with 12 acre zoning in the Conservation Zone. Mandatory clustering will be enforced. You will only be able to build on 20%. This will protect our land for agricultural and other uses.

It was determined that there will be one public hearing for the Highlands Environmental Resource Inventory and the Highlands Master Plan Element.

### **Public Comment**

Gerald Bowers – mentioned that if Mike Mueller attends the public hearing then the cost is covered by the Highlands Council Grant. There are specific tasks and we get reimbursed as approved.

### **Miscellaneous**

There was nothing to discuss at this time.

### **Executive Session**

The board did not need to enter into executive session.

### **Adjournment**

Thomas Scheibener made a motion to adjourn. Motion approved. The meeting ended at 8:15 p.m.

| Respectfully submitted,  
*Maria Elena Jennette Kozak*  
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Secretary